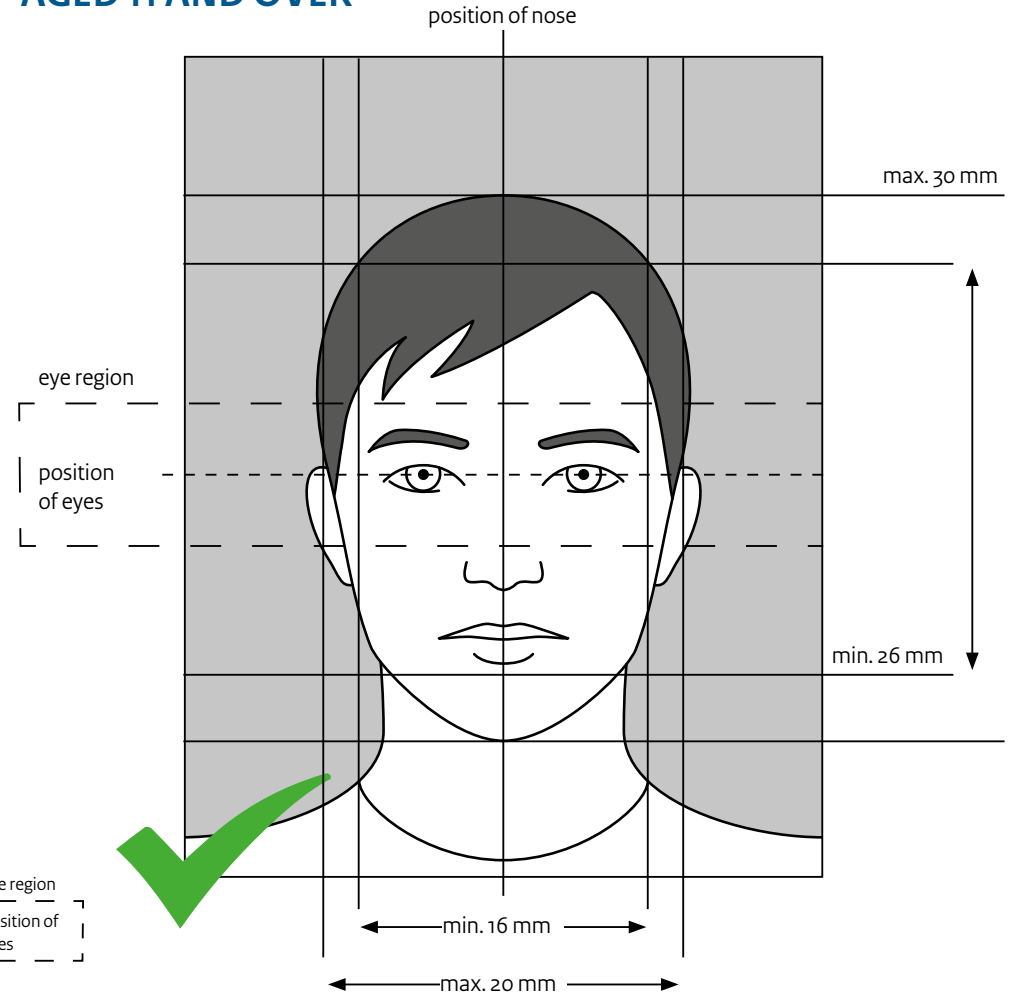


# PHOTO SPECIFICATION GUIDELINES 2020

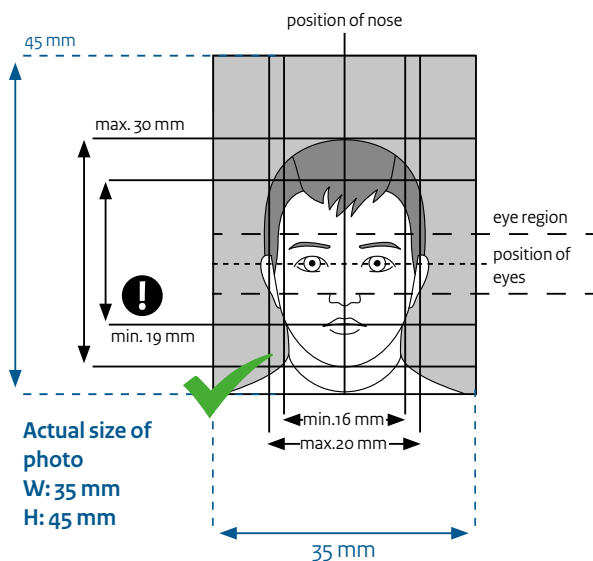


National Office for Identity Data  
Ministry of the Interior and  
Kingdom Relations

## AGED 11 AND OVER



## AGED UNDER 11

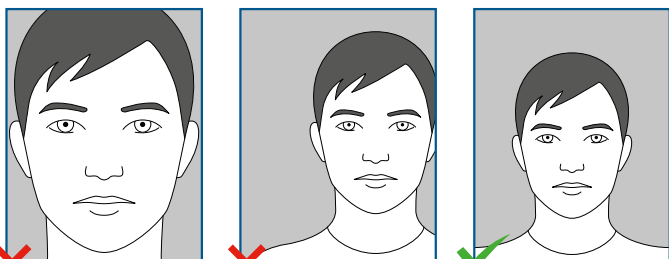


## ACCEPTANCE CRITERIA

- ✓ Colour photo
- ✓ True likeness
- ✓ Natural representation
- ✓ Sharp, with sufficient contrast and detail
- ✓ Undamaged
- ✓ Not a reproduction (copy)
- ✓ Unaltered by computer software
- ✓ Printed on high-quality, smooth photo paper
- ✓ Resolution of at least 400 dpi

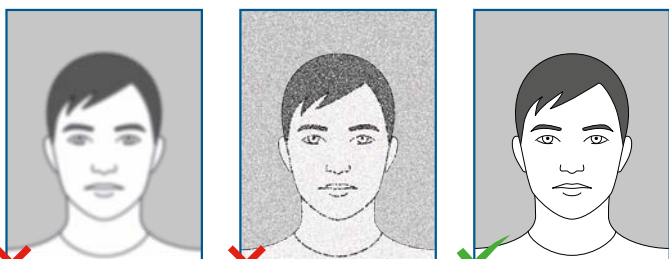
# ACCEPTANCE CRITERIA

## 1. FRAMING



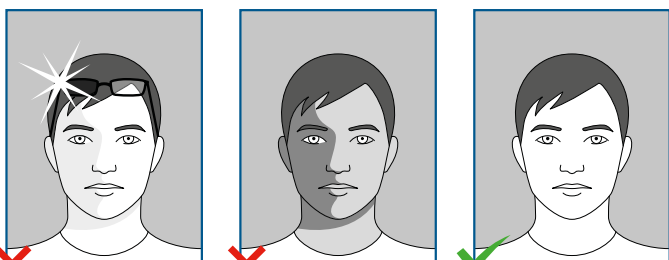
- ✓ Head fully visible
- ✓ Head centred

## 2. QUALITY OF PHOTO



- ✓ Colour photo
- ✓ True likeness
- ✓ Natural representation
- ✓ Sharp, with sufficient contrast and detail
- ✓ Undamaged
- ✓ Not a reproduction (copy)
- ✓ Unaltered by computer software
- ✓ Printed on high-quality, smooth photo paper

## 3. LIGHTING



- ✓ Even
- ✓ Not over- or underexposed
- ✓ No shadow on face or in background
- ✓ No reflection on face
- ✓ No reflection caused by accessories

## 4. POSITION

- ✓ Head facing forward
- ✓ Eyes horizontally aligned
- ✓ Head not tilted
- ✓ Shoulders straight



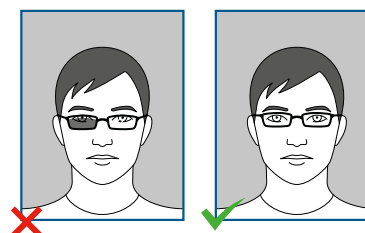
## 5. BACKGROUND

- ✓ Light grey, light blue or white
- ✓ Even
- ✓ All one colour
- ✓ Sufficient contrast with head



## 6. GLASSES

- ✓ Eyes fully visible
- ✓ Glasses fully transparent
- ✓ No distortion as a result of reflection from glasses
- ✓ No shadow



## 7. FACIAL APPEARANCE

- ✓ Head uncovered
- ✓ Face fully visible
- ✓ Eyes fully visible



## 8. EXPRESSION

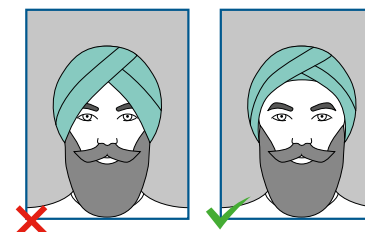
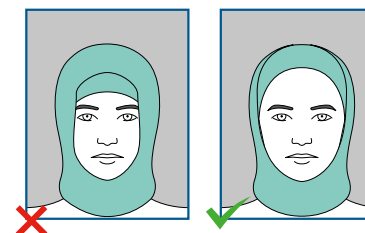
- ✓ Neutral expression
- ✓ Looking straight at the camera
- ✓ Mouth closed



## 9. EXCEPTIONS

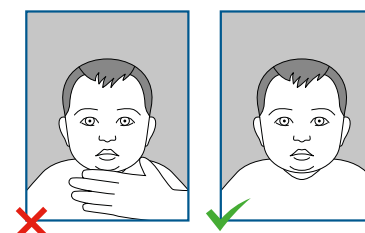
### 9A Religion

Head covering may be worn because of the applicant's religion or belief.



### 9B Aged under 6

No visible support



### 9C Physical or medical reasons

An applicant may be unable, for demonstrable physical or medical reasons, to comply with all the acceptance criteria. If reasonable doubt exists as to whether such incapacity is genuine, the applicant can be required to ask a qualified doctor or medical organisation to provide a medical certificate as proof.

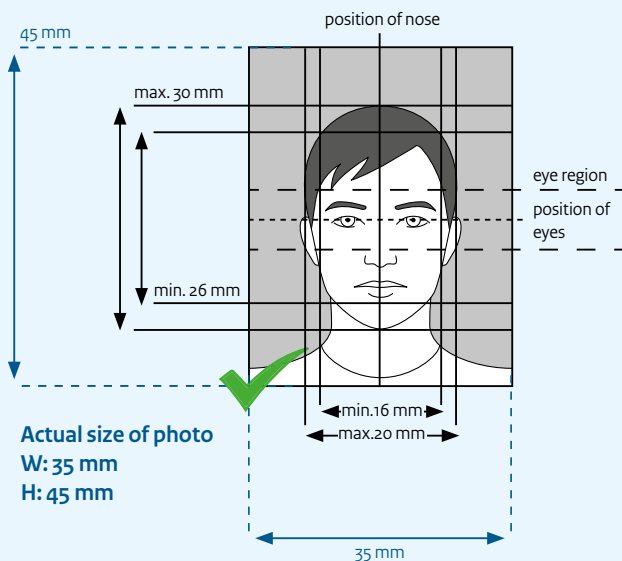
# EXPLANATORY NOTES: PHOTO SPECIFICATION GUIDELINES 2020

## ACCEPTANCE CRITERIA FOR PHOTOS IN DUTCH PASSPORTS AND IDENTITY DOCUMENTS

The purpose of photos in travel and identity documents is to identify the bearer. Accordingly, the photos submitted with applications for such documents must be in colour, and be a true likeness of the applicant. To be approved, a photo must meet all the acceptance criteria listed below, unless exemptions as specified in the Passport Regulations apply.

## DIMENSIONS

The size can be assessed using the transparency for checking photo size and positioning: [www.rvig.nl/fotomatrix](http://www.rvig.nl/fotomatrix)



### Photo size:

- 35 x 45 mm (wxh)

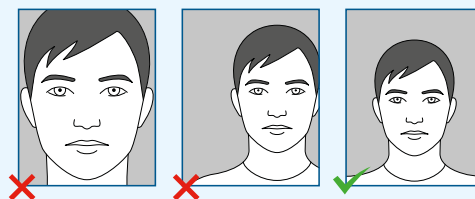
### Width of face:

- between 16 mm and 20 mm (excluding ears).

### Length of face:

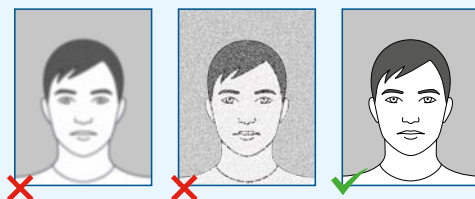
- 11 years and over: between 26 mm and 30 mm (chin to crown).
- Under 11: between 19 mm and 30 mm (chin to crown).

## 1. FRAMING



- The person's head must be fully visible and centred.
- Only if a person's hairstyle extends very high above their head may some of it be left out of the photo.

## 2. PHOTO QUALITY



- The photo must be a true likeness of the applicant and must not be older than six months at the time of application. It must be sharp and a natural representation of the applicant.
- It must show sufficient contrast and details in the face, and the colour of the face must be natural.
- High-quality, smooth photo paper must be used. This means paper specially designed for printing photos. The paper should not feature any raised surfaces or any other tangible or visible irregularities that might distort the applicant's appearance.
- The photographer needs to know that the photo must be 400 dpi and needs to be able to judge whether the photo looks as if it meets that standard minimum resolution.
- The photo appears in black and white on the travel document, but is stored in colour on the microchip.

## 3. LIGHTING



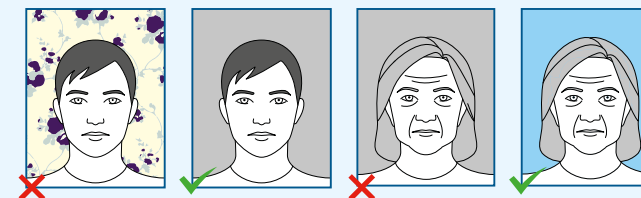
- The lighting of both the face and the background must be even.
- The photo must not be under- or overexposed, and must not feature any shadow or reflection.
- There should be no 'white spots' on the face, e.g. caused by flash photography. Reflection can be caused by shiny skin, sweat, glasses, jewellery, etc.

## 4. POSITION



- The head and shoulders should face forwards.
- The head should not be tilted (backwards, forwards or sideways) as this can hamper human or electronic facial recognition.

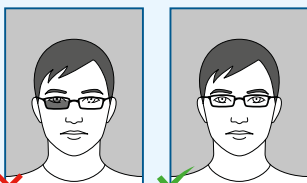
## 5. BACKGROUND



- The background must be grey, pale blue or white. It must be even, all one colour and all one shade. There must be no shadow.
- The head must contrast sufficiently with the background.
- Insufficient contrast reduces the clarity of the photograph on the document.

*Continues on page 4 >>>*

## 6. GLASSES



- The eyes must be entirely visible and the glasses completely transparent.
- The eyes may not be hidden in any way by the frame or lenses of the glasses.
- Reflection in the lenses or on the frame must be prevented as far as possible.
- If it is not possible to prevent intrusive reflection, the applicant must take off their glasses.

## 7. FACIAL APPEARANCE



- The face must be fully visible. This means that both sides of the face are visible, as well as the eyes.
- Hair that falls over the eyes (or parts of the eyes, like the eyelids) or otherwise hides part of the face can hamper human or electronic facial recognition.
- The width of the face (excluding the ears) cannot be determined if the sides of the face are covered. This does not mean that the ears themselves must be visible.
- No shadows, especially around the eyes, and no reflections from accessories such as hairbands or earrings should be visible on the face.
- Head coverings are only permitted if they relate to the applicant's religion or belief, or for medical reasons (see section 9 'EXCEPTIONS').

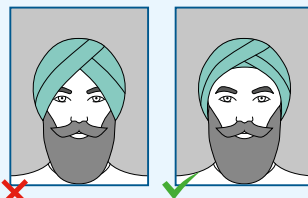
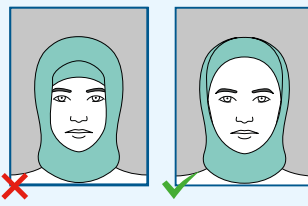
## 8. EXPRESSION



- If the applicant's face is to be recognised successfully by human or electronic means, the applicant must be photographed looking straight at the camera with a neutral expression and a closed mouth.
- Applicants may not smile broadly or open their mouths – which does not mean that they have to look sad or grumpy.

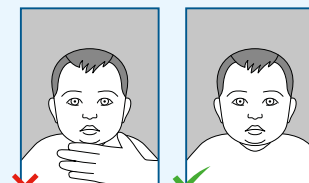
## 9. EXCEPTIONS

### 9A Religion



- If the applicant can demonstrate that they wear a head covering because of their religion or belief, they are exempted from the requirement that heads be uncovered (see section 7 'FACIAL APPEARANCE'). The other acceptance criteria described here still apply.
- The head covering must be even and of one colour, and must also contrast with the background.

### 9B Under the age of six



- If the applicant is a baby, infant or child under the age of 6, certain requirements are relaxed.
- If the child needs to be supported, this must not be visible on the photo. The supporting hand can for instance be hidden under the child's clothing.
- The photo is exempt from the following criteria:
  - Section 4 (POSITION):
    - 'Eyes horizontally aligned'
    - 'Head not tilted'
    - 'Shoulders straight'
  - Section 8 (EXPRESSION):
    - 'Neutral expression'
    - 'Looking straight at the camera'
    - 'Mouth closed'.

### 9C Physical or medical reasons

- An applicant may be unable, for demonstrable physical or medical reasons, to comply with all the acceptance criteria. If reasonable doubt exists as to whether such incapacity is genuine, the applicant can be required to ask a qualified doctor or medical institution to provide a medical certificate as proof.

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[www.government.nl](http://www.government.nl), [www.rvig.nl/fotomatrix](http://www.rvig.nl/fotomatrix)

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